



INVITATION TO BID-Revised & Extended

September 29, 2020

The Little Traverse Bay Bands of Odawa Indians, a federally Recognized Indian Tribe, invites your business to submit a Proposal for Operational Solar Array Installation at the LTBB Natural Resources greenhouse.

Included with this letter are:

- 1.) Provisions governing this ITB.
 - a. Provisions included are for 4kW maximum power output system.
- 2.) Pre proposal site visits can be arranged by contacting Jon Mauchmar at 231-459-6965 or by email jmauchmar@ltbbodawa-nsn.gov.
- 3.) Aerial view of LTBB property and anticipated installation site attached or can be obtained by email.

Thank you for your interest.

Sincerely,

Mandy Szocinski

Mandy Szocinski
Accounting

I. BIDS DUE

- A. All bids must be received by Mandy Szocinski in the Accounting Department by **October 16, 2020** no later than 4:30pm prevailing local time. Submittals received after deadline will not be considered.
- B. Bids will be accepted in the following four methods:
 1. By E-Mail: mszocinski@ltbbodawa-nsn.gov
 2. U.S. Mail to: Little Traverse Bay Bands of Odawa Indians
Attn: Mandy Szocinski
7500 Odawa Circle
Harbor Springs, MI 49740
- C. Any questions regarding the bid process may be directed to Mandy Szocinski, at 231- 242-1439.

II. SCOPE

The Little Traverse Bay Bands of Odawa Indians (LTBB) is soliciting proposals to design and install 1 ground mounted 4kW solar array that will service our greenhouse and biodiesel workshop located the LTBB Administration Complex to help with energy costs and work towards LTBB's renewable energy goals. The two buildings sit on a large parcel on the north side of Hathaway Road at 7500 Odawa Circle in Emmet County (see Attachment 1) and are metered separately with their meters spaced about 50 feet apart. The completed installation will be connected with the Great Lakes Energy power grid.

- A. Work with LTBB to determine the best installation plan for the solar array.
- B. Operational Deadline of May 31, 2021. Some work can be started in 2020 with most of work being completed in 2021.
- C. Determine the suitability of the site available for the solar panels and locate the arrays to obtain maximum access to sunlight.
- D. Inform LTBB of any shading as a result of the design. Some tree removal may be allowed (see attachment 1 for array location).
- E. Provide all system design, labor, tools, materials, supervision and system commissioning, including incidental services necessary to install a complete PV system.
 - PV System should be sized to provide 4 kW maximum power output
 - PV System should be designed and attached to withstand the environmental conditions at the site
 - System shall be designed and installed to qualify for the Great Lakes Energy Net Metering program requirements found at: www.gtlakes.com/billing/rates/customer-choice/net-metering.
- F. Provide mechanical and/or electrical schematics of the system for review by LTBB before installation of the system begins
- G. Contact LTBB's inspector to schedule and conduct final inspection, if required. Please contact LTBB Planning department to obtain inspector contact information and obtain necessary permits
- H. Obtain all required permits and inspections necessary for installation and include in cost.
- I. Provide site preparation and removal of excess materials
- J. Current power supply is a single-phase system.
- K. Provide and install all necessary solar photovoltaic system equipment which include:
 - photovoltaic system equipment
 - conduit and wiring
 - fuse and/or disconnect boxes
 - any and all electrical components for a complete operating system
- L. Provide additional electric meters and any necessary hook up.
- M. A Great Lakes Energy interconnection application is required to be completed. LTBB will retain payment until system is approved as an eligible Great Lakes Energy system.
- N. Provide, upon completion, copies of all engineering studies, owner's manuals, as-built drawings, schematics, and applicable warranties for each of the components of the system.
- O. Provide specifications and recommendations for regular and ongoing maintenance procedures that LTBB personnel would normally perform.
- P. Provide As-Built drawings to LTBB upon Completion.

- Q. Project is subject to Davis Bacon and Related Acts (*40 USC §276a; 29 CFR Parts 1, 3, 5, 6 and 7*), and Certified Payroll Records must be submitted to LTBB during the project period see Addendum A.

III. QUALIFICATION REQUIREMENTS OF CONTRACTOR

- A. Must not appear as listed as parties that are excluded from receiving Federal contracts, certain subcontracts, and certain Federal financial and nonfinancial assistance and benefits, pursuant to the provisions of 31 U.S.C. 6101, note, E.O. 12549, E.O. 12689, 48 CFR 9.404, and each agency's codification of the Common Rule for Nonprocurement suspension and debarment.
- B. **Davis Bacon and Related Acts (DBRA).** DBRA are administered by the Wage and Hour Division. Contractors and subcontractors performing on federally funded or assisted contracts in, in excess of \$2,000.00 for the construction, alteration or repairs are required to pay their laborers not less than the prevailing wage rates and fringe benefits as determined by Department of Labor (DOL) and listed on the web site (www.dol.gov) under the Wage and Hour Division (WHD) for corresponding classes of laborers employed on similar project in the area and are listed in this contract (Addendum A **MI20200035 09/04/2020** "Davis-Bacon Wage Determination"). Apprentices may be employed at less than predetermined rates if they are in an apprenticeship program registered with the DOL or with a state apprenticeship agency recognized by the DOL. Trainees may be employed at less than predetermined rates if they are in a training program certified by the DOL. Contractors and subcontractors on prime contracts in excess \$100,000.00 are required, pursuant to the Contract Work Hours and Safety Standards Act, to pay employees one and one-half times their basic rates of pay for all hours over 40 worked on covered contract work in a workweek. **Covered Contractors and subcontractors are also required to pay employees weekly and to submit weekly certified payroll records to LTBB, the contracting agency, to the LTBB Accounting Office or designee (form wh347).** (*40 USC §276a; 29 CFR Parts 1, 3, 5, 6 and 7*)
- C. The Parties understand that LTBB has enacted a statute, WOS 2012-008, the Sex Offender Registration and Notification Statute, to fulfill the obligations of sex offender registration and notification. All contractors, including their employees including all subcontractors and their employees that are sex offenders that are mandated to register are required to update their registry with the LTBB Law Enforcement when working on sites under the jurisdiction of LTBB.
- D. Must have a team leader with a minimum of five (5) years experience solar energy assessments and solar array installation.
- E. Must have experience performing solar assessments and array installation with commercial and/or governmental buildings.
- F. Must have a Professional Engineer on the team with at least three (3) years of experience in energy management/renewable energy installation, or be certified as an energy manager (CEM) by the American Energy Association.
- G. Must possess or have access to transportation, equipment and software to perform solar energy assessments.

IV. PREFERENCES FOR CONTRACTOR

- A. Native American Preference shall apply.
1. Citizens of the Little Traverse Bay Bands of Odawa Indians,
 2. Citizens of Other Federally Recognized Tribes, as certified by the Bureau of Indian Affairs
- B. Special consideration shall also be given to firms proven to be minority owned and/or classified as small business, see item 4 of "Bid Package" submittal for documentation needed.

V. INSURANCE REQUIREMENTS

The Contractor must meet and agree to maintain during the term of the Contract, the following insurance coverage, as required by law. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan.

- A. The Contractor shall carry Worker's Compensation and Employer's Liability Insurance Coverage.
- B. The Contractor shall be responsible for insuring all its vehicles, equipment, tools and all materials which it may use at the work site during contract period. LTBB shall not be responsible for any loss or damage to the Contractor's vehicles, equipment, tools and materials.

- C. The Contractor shall procure and maintain during the term of the contract Commercial General Liability Insurance on an “occurrence basis” with limits of liability of not less than \$1,000,000 per occurrence combined single limit, for Personal injury, Bodily injury and Property Damage. Coverage shall include the following extensions: 1.) Contractual Liability; 2.) Products and Completed Operations Coverage; 3.) Independent Contractors Coverage; and 4.) Broad Form General Liability Extensions or equivalent.
- D. The Contractor shall maintain Vehicle Liability Coverage and Michigan No-Fault coverage including all owned, non-owned, and hired vehicles, of not less than \$1,000,000 per occurrence combined single limit.
- E. If any of the above coverage expires during the term of the contract, the Contractor’s insurer shall deliver renewal certification and/or policies to: Little Traverse Bay Bands of Odawa Indians, Accounting Contracts Personnel, and 7500 Odawa Circle, Harbor Springs, Michigan 49740.

VI. FUNDING REQUIREMENTS

This project is funded 100% with funds available through Bureau of Indian Affairs Rights Protection Implementation Climate Adaptation grant. Contractors submitting bids and awarded this project MUST comply with the Special Terms and Conditions granting source requires which are **Davis Bacon and Related Acts (DBRA) and wage certifications payroll logs** (see Addendum A for specifics).

VII. CONTRACT AWARD

The LTBB Contracts Personnel, Environmental Services Coordinator and the LTBB Natural Resources Director and/or his designee will evaluate the bids and make a decision to award the contract to the most qualified bidder(s) having proven experience in Solar Array Installation Services as described above. Native American Preference shall apply.

The award may be split, at the LTBB’s discretion, between two (2) or more contractors to better service specific locations.

LTBB may make a determination that the rejection of all bids is in the best interest of LTBB. LTBB will not pay for any information herein requested, nor is it liable for any costs incurred by the bidder.

BID PACKAGE

Contractors must submit a response in the form of a bid that includes the following sections:

Responses must be in the format listed below along with any supplemental documentation which is required to meet criteria of this request. Confine submissions to those matters sufficient to define its proposal and to provide adequate basis for the Little Traverse Bay Bands of Odawa Indians to evaluate the proposal. Incomplete responses will not be considered.

1. Introduction

- a. Letter briefly state the understanding you have of the work to be done stating subject is in response to this invitation
- b. Company Profile including the name, title, address, telephone number, name of contact person, and date
- c. Key staff who will perform the tasks for this project
- d. List of References (minimum of 3)
- e. List and provide contact information for any subcontractors for the project.

2. Work Plan – describe in detail the tasks, timeline, materials and deliverables to complete the project as it relates to the Scope of Services. Clearly indicate which tasks will be completed by subcontractors (if applicable).

3. Cost of the services as broken down below, if applicable, for the Contract term as noted in Section II above:

- a. System Design/Engineering
- b. System equipment
- c. Labor, tools, and materials necessary for complete system
- d. Supervision and system commissioning, including any incidentals necessary for complete installation
- e. Permits and Inspections
- f. Electrical services to system and additional meters
- g. Site preparation and tree removal if necessary
- h. Necessary application fees
- i. Engineering studies

- j. Copies of all engineering studies, owner's manuals, as-built drawings, schematics, and applicable
 - k. Warranties for each of the components of the system
4. Documentation Required for Preferences Listed in Section IV—All things being equal, the following types of firms would receive special consideration, in the award of this contract:
- Indian Owned— Indian owned is defined as, at least 51% Indian owned & controlled by person(s) of certified (federally recognized) Native American heritage; SBA or Tribal certification required.
 - Minority Owned— Minority owned is a firm that is at least 51% owned and controlled by a minority and so documented; SBA 8-a certification required.
 - Small Business— Small business for this purpose is firm doing less than \$2 million annually as verified by gross receipts, SBA certification required
5. A copy of the Certificates of Insurance for the Contract term as noted in Section V of this invitation.

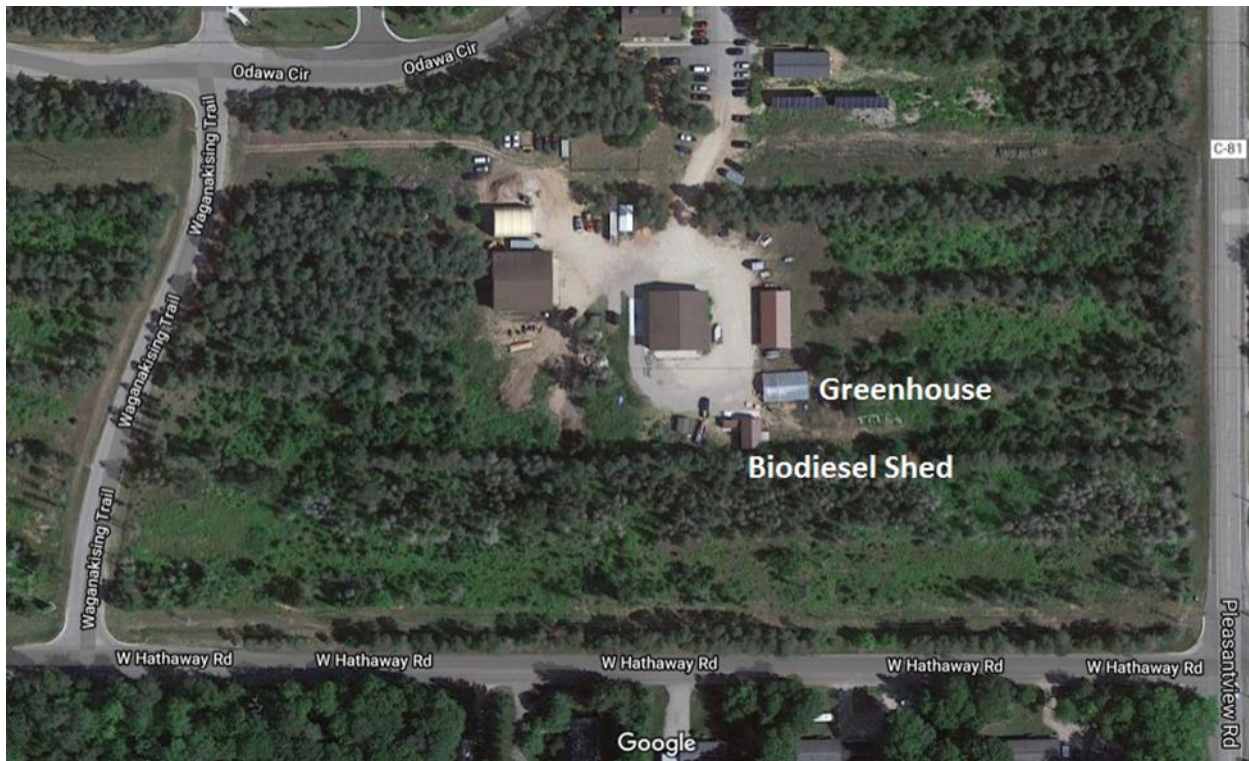
Evaluation Scale

(Total Possible Points = 100)

Proposals shall be evaluated on the point scale listed below. Point values to be awarded on a sliding scale based upon proposal information provided and total point values in each category are not guaranteed.

Qualifications and experience of staff dedicated to this project	10
Method and Approach meets LTBB Needs	10
Experience, Past Performance (references)	10
Quality of work	30
Total cost	25
Native American Owned	10
Non-Native Minority, Women, Disabled, Registered Small Business or Veteran Owned	5
Total Score	100

Attachment 1



Addendum A
Davis-Bacon Wage Determination

General Decision Number: MI20200035 09/04/2020

Superseded General Decision Number: MI20190035

State: Michigan

Construction Type: Heavy

County: Emmet County in Michigan.

Heavy, Includes Water, Sewer Lines and Excavation (Excludes Hazardous Waste Removal; Coal, Oil, Gas, Duct and other similar Pipeline Construction)

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.80 for calendar year 2020 applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.80 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2020. If this contract is covered by the EO and a classification considered necessary for performance of work on the contract does not appear on this wage determination, the contractor must pay workers in that classification at least the wage rate determined through the conformance process set forth in 29 CFR 5.5(a)(1)(ii) (or the EO minimum wage rate, if it is higher than the conformed wage rate). The EO minimum wage rate will be adjusted annually. Please note that this EO applies to the above-mentioned types of contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but it does not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(2)-(60). Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Modification Number	Publication Date	Modification Number	Publication Date
0	01/03/2020	2	08/07/2020
1	06/12/2020	3	09/04/2020

* CARP0202-003 06/01/2020	Rates	Fringes
CARPENTER, Includes Form Work....	\$ 22.18	20.14

ELEC0498-011 06/01/2019 Excluding the township of Wawatan	Rates	Fringes
ELECTRICIAN.....	\$ 30.58	19.14

ELEC0692-022 06/01/2020 Township of Wawatan	Rates	Fringes
ELECTRICIAN.....	\$ 30.89	20.15

ENGI0325-026 09/01/2019 POWER EQUIPMENT OPERATORS: Underground Construction (Including Sewer)

POWER EQUIPMENT OPERATOR	Rates	Fringes
GROUP 1.....	\$ 32.92	24.35
GROUP 2.....	\$ 28.03	24.35
GROUP 3.....	\$ 27.53	24.35
GROUP 4.....	\$ 27.25	24.35

POWER EQUIPMENT OPERATOR CLASSIFICATIONS

GROUP 1: Boring Machine, Crane, Scraper, Trencher (over 8 ft. digging capacity)

GROUP 2: Trencher (8-ft digging capacity and smaller)

GROUP 3: Boom Truck (non-swinging, non- powered type boom)

GROUP 4: Broom/ Sweeper, Fork Truck, Tractor

ENGI0326-017 06/01/2020 EXCLUDES UNDERGROUND CONSTRUCTION

OPERATOR: Power Equipment	Rates	Fringes
Group 1.....	\$ 40.38	24.85
Group 2.....	\$ 37.08	24.85
Group 3.....	\$ 34.43	24.85
Group 4.....	\$ 32.72	24.85
Group 5.....	\$ 24.58	24.85

FOOTNOTES:

Crane operator with main boom and jib 300' or longer: \$1.50 per hour above the group 1 rate.

Crane operator with main boom and jib 400' or longer: \$3.00 per hour above the group 1 rate.

PAID HOLIDAYS: New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day and Christmas Day.

POWER EQUIPMENT OPERATOR CLASSIFICATIONS

GROUP 1: Crane operator with main boom and jib 400', 300', or 220' or longer.

GROUP 2: Crane operator with main boom and jib 140' or longer, tower crane, gantry crane, whirley derrick

GROUP 3: Compactor; Crane; Scraper

GROUP 4: Boom truck (non-swinging)

GROUP 5: Oiler

	Rates	Fringes
IRON0340-004 06/19/2017		
IRONWORKER, STRUCTURAL AND REINFORCING.....	\$ 24.43	24.67

LABO0334-003 09/01/2018 SCOPE OF WORK:

OPEN CUT CONSTRUCTION: Excavation of earth and sewer, **utilities**, and improvements, including underground piping/conduit (including inspection, cleaning, restoration, and relining)

LABORER	Rates	Fringes
(4) Grade Checker.....	\$ 21.28	12.85

	Rates	Fringes
PLAS0016-033 04/01/2014		
CEMENT MASON/CONCRETE FINISHER...	\$ 23.10	12.38

	Rates	Fringes
* TEAM0007-010 06/01/2020		
TRUCK DRIVER		
Lowboy/Semi-Trailer Truck.....	\$ 28.15	.50 + a+b

FOOTNOTE: a. \$470.70 per week. b. \$68.70 daily.

	Rates	Fringes
SUMI2010-033 11/09/2010		
LABORER: Common or General.....	\$ 13.13	6.75
LABORER: Landscape.....	\$ 10.89	1.74
LABORER: Mason Tender - Cement/Concrete.....	\$ 15.97	3.51
LABORER: Pipelayer.....	\$ 15.28	3.99
OPERATOR: Backhoe/Excavator.....	\$ 14.24	8.11
OPERATOR: Bobcat/Skid Steer/Skid Loader.....	\$ 12.98	6.12
OPERATOR: Bulldozer.....	\$ 16.17	9.51
OPERATOR: Grader/Blade.....	\$ 15.50	3.62
OPERATOR: Roller.....	\$ 13.74	7.93
OPERATOR: Loader.....	\$ 13.26	8.36
PLUMBER.....	\$ 17.53	4.17
TRUCK DRIVER: Dump Truck.....	\$ 12.63	1.25

WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is a victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts. Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (ii)).

The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of ""identifiers"" that indicate whether the particular rate is a union rate (current union negotiated rate for local), a survey rate (weighted average rate) or a union average rate (weighted union average rate).

Union Rate Identifiers

A four-letter classification abbreviation identifier enclosed in dotted lines beginning with characters other than ""SU"" or ""UAVG"" denotes that the union classification and rate were prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2014. PLUM is an abbreviation identifier of the union which prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. 07/01/2014 is the effective date of the most current negotiated rate, which in this example is July 1, 2014. Union prevailing wage rates are updated to reflect all rate changes in the collective bargaining agreement (CBA) governing this classification and rate.

Survey Rate Identifiers

Classifications listed under the ""SU"" identifier indicate that no one rate prevailed for this classification in the survey and the published rate is derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As this weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SULA2012-007 5/13/2014. SU indicates the rates are survey rates based on a weighted average calculation of rates and are not majority rates. LA indicates the State of Louisiana. 2012 is the year of survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. 5/13/2014 indicates the survey completion date for the classifications and rates under that identifier.

Survey wage rates are not updated and remain in effect until a new survey is conducted.

Union Average Rate Identifiers

Classification(s) listed under the UAVG identifier indicate that no single majority rate prevailed for those classifications; however, 100% of the data reported for the classifications was union data. EXAMPLE: UAVG-OH-0010 08/29/2014. UAVG indicates that the rate is a weighted union average rate. OH indicates the state. The next number, 0010 in the example, is an internal number used in producing the wage determination. 08/29/2014 indicates the survey completion date for the classifications and rates under that identifier.

A UAVG rate will be updated once a year, usually in January of each year, to reflect a weighted average of the current negotiated/CBA rate of the union locals from which the rate is based.

WAGE DETERMINATION APPEALS PROCESS

1.) Has there been an initial decision in the matter? This can be:

- * an existing published wage determination
- * a survey underlying a wage determination
- * a Wage and Hour Division letter setting forth a position on a wage determination matter
- * a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to: Branch of Construction Wage Determinations

Wage and Hour Division
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to: Administrative Review Board

U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

END OF GENERAL DECISION